Refund of Tuition

The following general guidelines for tuition reduction apply:

- Students who drop/withdraw from courses prior to the first day of the course will receive a 100 percent reduction in tuition (less non-refundable application fee).
- Students who drop/withdraw within the first 10 percent of the course period, will receive a 90 percent reduction in tuition charges.
- Students who drop/withdraw within the first 11 percent through the first 25 percent of the course period, will receive a 50 percent reduction in tuition charges.
- Students who drop/withdraw within the first 26 percent through the first 50 percent of the course period, will receive a 25 percent reduction of tuition charges.
- Students who drop/withdraw after the end of the first 50 percent of the course period pay the entire tuition charges.

Return of Title IV Federal Student Aid

The account of the student who has federal aid and withdraws from the College before the first 60 percent of the semester has occurred will be evaluated according to the Department of Education guidelines and formula.

The policy conforms to the Higher Education Amendments of 1998. Title IV programs affected are Subsidized and Unsubsidized Direct Loans, Perkins Loans, PLUS (Parent Loans for Undergraduate Students), Pell Grants, and SSEOG grants.

Federal aid is earned by the percentage of the payment period the student completes.

To figure the percentage of aid earned, divide calendar days completed in the semester by total days in the semester. Weekends are included, but scheduled breaks that are at least five days in length are excluded. If the student completes more than 60 percent of the semester, 100 percent of the aid is earned for the semester and no immediate repayment obligation is incurred. If the student completes 59 percent or less of the semester, the portion of federal aid determined to be unearned must be repaid to the federal programs.

Return of Non-Federal Student Aid/Personal Payments

If the student received Federal aid, the return of Federal funds is the first priority. If the students received state or institutional or made personal payments, the state and institutional aid are repaid proportionally according to the source of payments.

Federal student aid programs will be returned in the following regulated order: Federal Direct Unsubsidized Loans, Federal Direct Subsidized Loans, Federal Perkins Loan, Federal PLUS Loan, Federal Pell Grant, Federal SEOG, and Other Title IV aid programs.